



Facility Services Department

Request for Proposal/Change Order

No. _____ of _____

Project Name:	_____	P.O. No.	_____
JJC Project No.:	_____	Account No.	_____
Contractor:	_____	A/E Project No.:	_____
Prepared By:	_____		_____

PLEASE NOTE: The following interpretation of and/or revision to the contract documents is being considered. If this change order involves a change in contract price, please submit a detailed price breakdown within 10 days for review. The contractor has authorization to proceed with this change when this form is signed by the Director of Facility Services. A change order and/or purchase order will be processed after approval of this field change. Additional cost of this change, together with any previous changes, may not exceed ten (10) percent of its original contract price in accordance with Illinois Community College Board Purchasing Act ILCS 805/3-27.1

Purpose of Change Order:

Description of Work:

The Original Contract Sum.....	_____
Net Change by previously authorized Change Order(s).....	_____
The Contract Sum prior to this Change Order was.....	_____
The Contract Sum will be (increased) (decreased) by this Change order in the amount of.....	_____
The New Contract Sum including this Change Order will be...	_____
The Contract Time will be (increased) (decreased) (unchanged) by:	_____

_____	_____	Joliet Junior College
Architect	Contractor	Owner
_____	_____	1215 Houbolt Road
Address	Address	Joliet, IL 60431
_____	_____	Address
By	By	Authorized Signature
_____	_____	_____
Date	Date	Date

Cc: Business Office
Controller